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==UPDATED 7-28-21==

July 23, 2021

To: Suresh Muknahallipatna, Jeff Anderson, John Pierre, Dongliang Duan, Mike Borowczak, Amy Banic, Craig Douglas, Tom Peterson, Jim Ward, Tara Evans
Cc: David Bagley
From: Kevin R. Carman, Provost & Executive Vice President
Re: UW 2-13 Review Committee for the discontinuance of the Departments of Computer Science and Electrical and Computer Engineering

Recently President Seidel and I proposed a plan for restructuring UW for Wyoming' future. This plan was developed to address two broad goals – to position UW for the future and to respond to a significant reduction in the university's budget. This plan includes structures that enhance synergism among disciplines within the Colleges and interdisciplinary programs that transcend departments and colleges. It is intended to improve student experiences and success, emphasize growth of programs for 21st century themes, incorporate better efficiencies, better position the University for R1 research classification, and provide economic support to the state of Wyoming.

Included in the plan are recommendations for the discontinuance, reorganization, consolidation, and reduction of academic units and degree programs.   In accordance with University Regulation 2-13, I will be discussing the recommendations and soliciting feedback from the academic personnel and staff in the affected units, the unit heads, and the deans of the colleges. Additionally, I am convening a series of committees to provide additional feedback and recommendations for implementation of the restructuring plan.

Thank you for agreeing to participate on the UW 2-13 Review Committee on Computer Science and Electrical and Computer Engineering.

The committee will assume an advisory role in reviewing the UW Restructuring Plan and preparing a report on the proposed discontinuance of the Departments of Computer Science and Electrical and Computer Engineering, including recommendations for implementation of a new academic unit that will preserve Computer Science and Electrical/Computer Engineering degrees with revised curriculum to address computing and technology innovations.

President Seidel and I will review your report, as well as other feedback provided through the AA online portal (http://www.uwyo.edu/acadaffairs/program-review/current/index.html) before finalizing the UW Restructuring Plan and submitting it to the Board for approval at their November 17-19, 2021 meeting.

For planning purposes only, we anticipate the new academic department will have a combined budget that incorporates approximately a 15% reduction to the unrestricted budget assigned to the Department of Computer Science and a 15% reduction to the unrestricted budget of the Department of Electrical and Computer Engineering.

As you undertake your work, I encourage you to focus on the future. In doing so, you should:

1. Explore the benefits of the proposal, any unintended consequences the proposal may have inadvertently overlooked, and mitigation strategies to overcome those unintended consequences within the scope of the proposed re-structure.
2. Examine the organizational structures impacted by the recommended changes and provide a recommendation on how the new organization/academic unit could be structured. Please also consider staff support needed for the new organization/academic unit. A rationale that supports the recommendation should be included.
3. Consider how the proposed changes can lead to greater efficiencies in the unit and improved educational experiences for students.
4. Consider areas of faculty expertise that should be emphasized to position the new department to be nationally and internationally competitive in its research activities, especially in areas of significant anticipated growth in funding from federal agencies (e.g., see NSF's key priority areas) and in areas of importance in attracting and growing corporate partnerships.
5. Consider areas of faculty expertise that are needed to provide undergraduate and graduate degree programs in computer science, electrical engineering, and computer engineering.
6. Please keep in mind that this is not a personnel committee. The committee is not charged with making determinations about specific faculty and staff positions. Instead, the committee is charged with preparing a report that includes recommendations for moving the organization/academic unit forward under a new structure.

In gathering information and feedback, you should:

1. Conduct listening sessions for each impacted unit. Please ensure that these sessions are organized in such a way that you hear the voices of students, staff, and faculty.
2. Seek input from external stakeholders, including relevant advisory boards and private-sector stakeholders.
3. Consult with subject-matter experts in the department, particularly the impacted department heads (and past heads, if they are willing), the impacted deans, and national/international experts you may wish to call on for their expertise – especially related to identifying areas of expertise and focus for new and emerging areas of study.

In the end, the newly formed academic unit should be structured in such a way that it drives excellence and innovation in computer science, electrical engineering and computer engineering, attracts outstanding new faculty and students, is recognized as a national and international leader in the field, and serves as an engine for innovation in Wyoming.

In my office, Dr. Steven Barrett (SteveB@uwyo.edu) and Dr. Jim Ahern (JAhern@uwyo.edu), will be glad to assist with questions about undergraduate and graduate degree programs, respectively. Heather

Gifford (HGiffor1@uwyo.edu) is available to provide logistical support for scheduling committee meetings. Justin McDonald (McDuck@uwyo.edu) is available to assist you with setting up a Teams account for your committee members. Stephanie Stark (sander64@uwyo.edu) can provide assistance if you have questions about budgets.

Your final report is due to me no later than **October 1, 2021.**